



City of Hastings
DOWNTOWN DEVELOPMENT AUTHORITY
FACADE IMPROVEMENT GRANT APPLICATION

APPLICANT INFORMATION

1. Property/Business Owner
Name: _____

2. Business
Name: _____

3. Property
Address: _____

4. Phone Numbers: Home: _____
Work: _____

5. Is the building owned by the applicant? Yes No

If No, please attach a signed letter from the property owner expressing approval of the proposed project.

PROJECT INFORMATION

On separate sheets of paper, please describe your project in detail. Tell a) what it is you want to accomplish - drawings are required, b) how this project meets the Purpose and Priorities of the DDA Facade Improvement Program as listed in the Guidelines, c) who you have identified to do the work and the reason(s) for your selection, and d) a preliminary timetable for accomplishing the work. Also enclose a detailed expense budget/estimate for this project.

6. The project will involve (please check all that apply):

- _____ Repairs or replacement of windows, doors, walls, or other appropriate architectural elements
- _____ Exterior painting
- _____ Awnings
- _____ Exterior Lighting
- _____ Masonry repair or cleaning
- _____ Conversion to retail or entertainment storefront

- _____ Restoration of vintage elements, for example:
 - Removal of inappropriate "modern" facade treatments
 - Removal/replacement of inappropriate signs and/or lighting (new signs/lights must be compatible with existing architecture)
 - Repair or restoration of original brick and woodwork

7. Additional grant up to \$500.

_____ Name of architectural firm: _____

8. Total Project Budget \$ _____

9. Grant Request (Not To Exceed 50% of #7, or \$2,500.00 \$ _____

10. Proposed Starting Date: _____

11. Proposed Completion Date: _____

12. What is (are) the existing use(s) of the building:

13. Will the proposed project result in a change in the use(s) of the building:

Yes No

If yes, please explain:

NOTE: There is a \$100 application fee, due at the time this application is submitted. This fee will be refunded if a project is not approved, or if the project is approved and completed. Applicants who receive a grant award and do not complete the project will forfeit this application fee.

THE UNDERSIGNED APPLICANT(S) AFFIRMS THAT:

- The information submitted herein is true and accurate to the best of my (our) knowledge.
- The property contained in the application is located in the Hastings DDA District.
- I (we) have read and understand the conditions of the Downtown Development Authority's Facade Improvement Program and agree to abide by its conditions and guidelines.
- If I (we) do not implement improvements submitted by me (us) on a plan approved by the Facade Improvement Program I will not be eligible for reimbursement of any costs associated with said improvements.
- If I (we) understand that if I (we) are found to be non-compliant with the conditions of this program, the DDA may nullify the grant award and that I (we) may not apply to this program again for a period of one (1) year following the DDA's decision.

Signature of Applicant(s):

I.D.#: _____

I.D.#: _____

Date: _____

Date: _____

Federal Business Tax ID#: _____

If a tenant, signature of property owner(s):

_____ I.D.#: _____

Date: _____